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Please contact Cindy Schubert  
with comments or questions:  
[cschubert@encinitasca.gov](mailto:cschubert@encinitasca.gov) or  
760-633-2726



AVAILABLE FOR REVIEW  
AND COMMENT FROM  
MARCH 27- APRIL 25, 2023

## ***City of Encinitas FY 2023-24 Annual Action Plan***



**Development Services Department  
505 S. Vulcan Avenue  
Encinitas, CA 92024**

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## Executive Summary

### AP-05 Executive Summary - 91.200(c), 91.220(b)

#### 1. Introduction

Incorporated in 1986, the City of Encinitas (“City”) is in the North County coastal region in San Diego County and is bounded by the cities of Carlsbad to the north, Solana Beach to the south, and an unincorporated area of San Diego County to the east. Since incorporation, the City has grown to an estimated population of 62,595 and has many great community assets, including a transit center, which connects travelers to downtown San Diego and north to Oceanside and Los Angeles, as well as over 40 acres of beaches.

#### *The Consolidated Plan*

The Five-Year Consolidated Plan is a document submitted to the U.S. Department of Housing and Urban Development (HUD) and serves as a planning tool for entitlement jurisdictions funded by Community Development and Planning (CPD) formula grant programs. Under the Cranston-Gonzalez National Affordable Housing Act, passed by Congress in 1990, jurisdictions that receive CPD formula grants are required to prepare a comprehensive three to five-year plan for use of those funds. The City of Encinitas has been an entitlement community since 1990 and receives CDBG funding directly from HUD each year. Due to its population size, the City receives CDBG funding only, but it utilizes HOME funding through the County of San Diego’s HOME Consortium. (The HOME Consortium is composed of Vista, Carlsbad, Encinitas, La Mesa, San Marcos, and Santee.) This Consolidated Plan covers CDBG and non-federal housing and community development resources. The City’s anticipated total allotment for the Consolidated Plan period is approximately \$1,662,100.

As an entitlement City under HUD, the City receives federal funds in proportion to its population size, concentration of poverty, and other socioeconomic and demographic data. To receive funds, the City must complete and submit a five-year Consolidated Plan.

Prior to awarding any CDBG funds to eligible programs and activities, it must be determined that one of the three national objectives will be met. To achieve meeting the national objective requirement, most activities and programs are focused on assisting low-income households and neighborhoods.

Entitlement jurisdictions must also meet several other requirements in order to receive CDBG funding. These requirements include: The Action Plan and Consolidated Annual Performance and Evaluation Report (CAPER). The Action Plan designates how cities and states propose to spend the federal block grant funds in a given program year. The CAPER reports on how funds were spent, the households that benefitted from the funds, and how well the entitlement community met its annual goals for housing and community development activities.

#### 2. Summary of the objectives and outcomes identified in the Plan

The City determined its goals and priorities for the 2020-2025 Consolidated Plan through community and stakeholder feedback, U.S. Census Bureau data, and data from 2-1-1 San Diego, the region's Community Information Exchange (CIE). These priorities are:

- Assist in increasing and preserving affordable housing opportunities for low-and-moderate income households
- Prevent and reduce homelessness
- Improve public infrastructure and facilities
- Invest in public services for low-and moderate-income residents

These four priorities represent the varied needs that emerged during the Consolidated Plan development process. Nearly half of all renters and a third of homeowners spend more than 30 percent of their monthly income on housing costs, indicating many households struggle with the cost of living in Encinitas. Fair housing also falls within the housing priorities.

### **3. Evaluation of past performance**

As part of the Consolidated Planning process, the City is required to submit an annual Consolidated Annual Performance and Evaluation Report (CAPER), which reports on how funds were spent, the households that benefitted from the funds, and the progress toward meeting its annual goals for housing and community development activities. These reports are reviewed by City Council and posted on the City's website. Below is a summary of the accomplishments during the previous five-year period:

- 26 LMI households provided financial assistance for home repairs
- 157 residents provided fair housing services
- 7,121 homeless residents served by local shelters and service providers
- 321 senior residents provided meals
- 4 sidewalks/roads constructed in LMI areas
- 6 facility improvement projects

### **4. Summary of citizen participation process and consultation process**

The City conducted an applicant workshop on January 24, 2023. A total of two (2) people were in attendance. The purpose of the workshop was to provide an overview of the CDBG program, the City's Consolidated Plan, and application process.

The City Council held a public hearing on March 15, 2023, to authorize funding recommendations for CDBG projects and activities for incorporation in the draft FY 2023-24 Action Plan. At that meeting, five (5) individuals spoke; one was opposed to the recommended action and four (4) were in favor of the recommended CDBG activities and two (2) written comments were received. Residents and stakeholders were notified of the public hearing through a publication in a local newspaper, direct email notification, and posting on the City's Website.

The draft Action Plan is available for public review and comment from March 27, 2023 - April 25,

2023. The draft Action Plan is available on the City’s website and at the following public facilities, City Hall, Encinitas Library, Cardiff Library, and Encinitas Senior and Community Center. All public comments received during the 30-day public review period are included in Appendix A. The City Council is scheduled to consider and approve the FY 2023-24 Action Plan at a public hearing on April 26, 2023.

All public comments received during the review period are included in Appendix A.

**5. Summary of public comments**

Any public comments received are included in Appendix A.

**6. Summary of comments or views not accepted and the reasons for not accepting them**

All public comments are included in Appendix A.

**7. Summary**

The FY 2020-25 Consolidated Plan priority needs are shown below. Each of the activities funded in the FY 2023-24 Action Plan meet one of the identified priorities. Prioritization of needs is given to help allocate funds to the needs identified during the Consolidated Plan period. High Priority

- Homeless services, prevention and shelter
- Low-income renter and homeowner assistance
- Seniors housing and services
- Fair housing
- Affordable Housing
- Public Improvements
- Public Infrastructure
- Public Services for special needs populations

## The Process

### PR-05 Lead & Responsible Agencies - 91.200(b)

#### 1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan, Action Plan and those responsible for administration of the CDBG grant program administration.

**Table 1– Responsible Agencies**

Agency Role	Name	Department/Agency
Lead Agency	City of Encinitas	Development Services Department

The City's Development Services Department is responsible for overseeing the City's administration of the CDBG program, including development of the Consolidated Plan, corresponding Annual Plans, and CAPER. The County of San Diego is lead agency for HOME funding, which the City utilizes as a member of the County's HOME Consortium. The Encinitas Housing Authority is responsible for administering the Section 8 Housing Choice Voucher Program.

CDBG Program contact information  
Cindy Schubert  
Management Analyst  
City of Encinitas - Development Services Department  
505 S. Vulcan Ave, Encinitas, CA 92024  
(760) 633-2726  
cschubert@encinitasca.gov

## Public Participation

### AP- 10 Consultation – 91.100, 91,200(b), 91.215(l)

#### 1. Introduction

As a part of the draft Action Plan development process, the City consulted with local non-profit agencies and the public through a public applicant workshop, and a City Council Public Hearing. The outreach and consultation efforts are also described in the Executive Summary and Citizen Participation sections of this Action Plan. Comments received can be found in Appendix A.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

The City of Encinitas has long communicated and collaborates with many governmental and non-governmental agencies in the region to address the needs of the City's LMI population. The City's formalized collaborative efforts include being a member of the County of San Diego's HOME Consortium and a supporter of Alliance for Regional Solutions (ARS), North County San Diego's collaborative network of homelessness service providers.

Encinitas' City Council-manager form of government also allows members of its governing body to work closely with the City's many departments and other regional entities and committees throughout the County. These affiliations include:

- San Diego Association of Governments (SANDAG), San Diego County's federally recognized metropolitan planning organization (MPO)
- Regional Task Force on the Homeless (RTFH), the region's HUD Continuum of Care (CoC)
- San Diego Regional Alliance for Fair Housing (SDRAFFH)
- Quarterly convenings of local CDBG program administrators

RTFH and the City's fair housing service provider were both interviewed in developing the Consolidated Plan. The City will continue to maintain partnerships with these and other agencies to achieve its long-term housing and community development goals. Additionally, the City maintains its own housing authority, which administers Housing Choice Vouchers (Section 8 rental assistance) and monitors over 150 affordable housing units and over 130 affordable multi-family units. As resources or policies change, the City can coordinate directly through the City of Encinitas Housing Authority to help fulfill overall housing goals and objectives.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

The RTFH organizes the annual Point-in-Time Count (PIT), in which the community engages and surveys those experiencing homelessness countywide to provide a count of the region's sheltered and unsheltered homeless community. The 2020 PIT counted a total of 80 individuals,

in Encinitas which includes San Dieguito, Solana Beach, and Del Mar. Of the total individuals experiencing homelessness during the point-in-time count, a total of 25 were counted in temporary shelter, such as emergency shelter and transitional housing. The 2021 Point-in-Time Count for the unsheltered was cancelled due to the Coronavirus Pandemic, only the sheltered population were counted. The 2022 PIT counted a total of 113 individuals in Encinitas which includes San Dieguito, Solana Beach, and Del Mar. Of the total individuals experiencing homeless during the point-in-time count, a total of 37 were counted in temporary shelter, while 76 were counted as unsheltered. The 2023 PIT count took place on January 26, 2023 with results expected later this year.

The City has supported homelessness shelters and services, either through its CDBG program or other funding sources, for many years. Nonprofit partners include Catholic Charities, Interfaith Shelter Network, Interfaith Community Services, 2-1-1 San Diego, and Community Resource Center (CRC).

The key to the City's progress on addressing homelessness is its involvement with ARS and RTFH. Coordinated activities include the PIT, as well as services and shelters for those experiencing or at-risk of homelessness. Additionally, ARS staff provided input on the most pressing needs as it pertains to homelessness. Its Bridge to Housing committee, comprised of service providers and stakeholders, also informed the development of the Consolidated Plan.

Given the community need related to homelessness, the City began developing a Homeless Action Plan in 2020 to determine the current community needs, recommendations to improve homeless services and partnerships, and assess current efforts to address homelessness. The Homeless Action Plan, adopted in February 2021, describes goals to ensure the City continues towards its goal of reducing homelessness and is in alignment with the CoC's strategy to address homelessness. It also provides the City with strategies based on the demographics of the current population experiencing homelessness. The Homeless Action Plan identifies the interventions best suited to those experiencing homelessness in Encinitas.

The City's current Homelessness Programs include Homeless Outreach Program for Empowerment (HOPE), JFS Safe Parking Program, and Opening Doors Encinitas.

In 2020 the City launched a pilot outreach program in partnership with the County of San Diego and the CRC called HOPE — Homeless Outreach Program for Empowerment. The HOPE Project assists those experiencing homelessness find housing, obtain medical care, and transportation. Outreach is conducted by City sheriff's deputy and a social worker to assess the needs and connect individuals to resources through compassionate enforcement. The HOPE Project will serve vulnerable populations, including the chronically homeless. In 2021 the City leveraged CDBG-CV funds to expand the HOPE team by one full-time case worker. During 2022, the Case Worker has assisted 11 individuals enter the Safe Parking Program, 39 individuals enter interim housing, and 87 individuals enter permanent housing.

According to JFS, the Safe Parking Program provides a safe environment for unsheltered homeless living out of their vehicles while offering resources and services to help them stabilize

and transition back into permanent housing. The program includes parking spaces for up to 25 vehicles on an existing parking lot at Encinitas Community and Senior Center. In June of 2022, the Encinitas City Council authorized the extension of the Use Agreement between the City and JFS for an additional three-year period ending June 30, 2025. The program is funded through Homeless Housing Assistance and Prevention ("HHAP") funds obtained by JFS from the San Diego Regional Task Force on Homelessness.

Through CRC, the City funds a program called Opening Doors in Encinitas. This program is aimed at assisting those experiencing homelessness secure permanent housing. Employing the Housing First model, Opening Doors pairs homeless households with a housing navigator to connect them to permanent housing. Since 2016 through June 30, 2022, 211 formerly homeless households have been placed into permanent housing.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

The City of Encinitas does not administer ESG funds; however, RTFH and ARS were consulted in the development of the Annual Action.

**1. Agencies, groups, organizations and others who participated in the process and consultation**

<b>Organization</b>	<b>Agency/Group/ Organization</b>	<b>What Section of Plan was addressed by consultation?</b>	<b>Briefly describe how organization was consulted. What are anticipated outcomes of the consultation or areas of improved coordination?</b>
Community Resource Center	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Meals on Wheels	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
San Dieguito Alliance	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Interfaith Shelter Network	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Interfaith Community Services	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
YMCA of San Diego	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Easter Seals	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
United Way	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Head Start	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
TERI, Inc	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Legal Aid Society	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
North County Lifeline	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Quality Children's Services	Public Services	Needs Assessment	Agency invited to applicant workshop and community meetings. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.

**Table 2– Agencies, groups, organizations who participated**

### Identify any Agency Types not consulted and provide rationale for not consulting

The City of Encinitas consulted with agencies and non-profits that offer programs and assistance to Encinitas residents. No agency or organization was purposely excluded from providing input on the Annual Action Plan.

The City participates in many regional planning efforts and working groups aimed to improve coordination in the delivery of housing and community development related programs and services in the San Diego region. It is important that the City coordinate with local partners and stakeholders to best leverage potential new funding and resources.

Lastly, the City consulted with the County of San Diego's Office of Emergency Services on increasing its resilience to natural hazards for LMI residents, as well as risks expected to increase due to climate change. The County of San Diego has released a countywide framework for recovery planning identifying the roles and responsibilities at the local, state, and federal levels and resources that may be activated to address recovery in the County.

**Table 3– Other local / Regional / Federal Planning Efforts Considered**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
2013-2021 and 2021-2029 Housing Element	City of Encinitas	The Housing Element is the State-recognized strategy for addressing the City's housing needs. The City's Housing Element recently received State certification and this Consolidated Plan aligns with the goals of the Housing Element.
City of Encinitas Strategic Plan	City of Encinitas	The Strategic Plan is regularly updated by the City Council to reflect the Vision, Mission, Operating Principles, and Strategic Focus Areas and Key Goals.
City of Encinitas Climate Action Plan	City of Encinitas	A Climate Action Plan to migrate the impacts of climate change.

## AR-12 Participation - 91.401, 91.105, 91.200(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal setting

The City conducted an applicant workshop in January 2023. A total of two (2) people were in attendance. The purpose of the workshop was to provide an overview of the CDBG program, the City's Consolidated Plan, and application process.

The City Council held a public hearing on March 15, 2023, to authorize funding recommendations for CDBG projects and activities for incorporation in the draft FY 2023-24 Action Plan. At that meeting, five (5) individuals spoke; one was opposed to the recommended action and four (4) were in favor of the recommended CDBG activities and two (2) written comments were received. Residents and stakeholders were notified of the public hearing through a publication in a local newspaper, direct email notification, and posting on the City's Website.

The draft Action Plan is available for public review and comment from March 27, 2022 - April 25, 2022. The draft Action Plan is available on the City's website and at the following public facilities, City Hall, Encinitas Library, Cardiff Library, and Encinitas Senior and Community Center. All public comments received during the 30-day public review period are included in Appendix A. The City Council is scheduled to consider and approve the FY 2023-24 Action Plan at a public hearing on April 26, 2023.

**Table 4 – Citizen Participation Outreach**

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received
CDBG applicant Workshop	CDBG Applicants and the general public	The City conducted a workshop for CDBG applicants to provide information about the CDBG program and the City's Annual Action, and application requirements. Two (2) people attended.	All comments are included in Appendix A
City Website	All Encinitas Residents, CDBG Stakeholders and general public	The CDBG applicant workshop, availability of funds notice and public hearing information was posted on the City's website.	All comments are included in Appendix A
Libraries/Community Center	All Encinitas Residents	The draft Annual Action Plan was available on the City's website, at the Cardiff and Encinitas libraries, and the Encinitas Community and Senior Center for review and comment.	All comments are included in Appendix A
Public Notice	All Encinitas Residents and CDBG Stakeholders	The public was notified of the availability of CDBG funds and application period, and public hearings through a publication in a local newspaper.	All comments are included in Appendix A
Public Hearing	All Encinitas Residents and CDBG Stakeholders	The City of Encinitas held a public hearing on March 15, 2023 to authorize funding recommendations for FY 2023-24 CDBG Activities. At that meeting, five (5) individuals spoke; one was opposed to the recommended action and four (4) were in favor of the recommended CDBG activities and two (2) written comments were received. The City Council is scheduled to approve the FY 2023-24 Annual Action Plan at Public Hearing on April 26, 2023.	All comments are included in Appendix A.

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c) (1,2)

#### Introduction

The FY 2023-24 CDBG entitlement award for the City of Encinitas ("City") is \$313,340.

**Table 5 - Expected Resources – Priority Table**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 5				Expected remainder of ConPlan:	Narrative Description
			Annual Allocation:	Program Income:	Prior Year Resources:	Total:		
CDBG	Federal	Public Services Administration Public Facilities Public Infrastructure	\$313,340	\$0		\$313,340	unknown	The annual CDBG grant \$313,340

#### Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

To address the priority needs and objectives identified within the Consolidated Plan, the City receives the following sources of federal funding; CDBG, and Section 8 Housing Choice Voucher (HCV). The Encinitas Housing Authority administers the Section 8 HCV program and provides rental subsidies to approximately 98 very-low income Encinitas households annually. The HVC program participants pay approximately 30 percent of their income towards the rent, and the Housing Authority pays the remainder of the rent.

The County of San Diego, as the lead agency in the HOME Consortium, offers a Down payment and Assistance Program for low-income first-time homebuyers. The program provides low-interest, deferred payment loans of up to 17% of the purchase price for down payment assistance and 4%, up to \$10,000 in closing costs assistance. The program has home value restrictions currently at \$589,000, which is typically lower than market prices in Encinitas, making it a challenge for eligible homebuyers to find a home. However, eligible Encinitas households are encouraged to participate in this program. Information on the program is posted on the City's website.

The County of San Diego offers two types of HOME tenant-based rental assistance programs: a family reunification program and emancipated foster youth program. The City of Encinitas coordinates with local social service providers to ensure that whenever possible, these regional housing resources are made available to eligible Encinitas households.

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City of Encinitas Housing Authority owns 16 units that are occupied by low-income renter households. Participants of the Section 8 Housing Program occupy many of these units. Any available opportunity to leverage CDBG funds in order to make improvements for accessibility for persons with disabilities or make the units more habitable should be taken. As identified within this Consolidated Plan, affordable housing for renters and homeowners has continued to be a high priority for the City.

As the housing crisis has worsened in California, utilizing publicly owned land for affordable housing development has become an increasingly popular policy solution. In January 2019, Governor Gavin Newsom issued an Executive Order directing State agencies to inventory and assess surplus State properties for their development potential as affordable housing. In addition, in January 2020, the Governor has offered local governments and nonprofits access to public lands for emergency homeless shelters. Unfortunately, the State owns just seven surplus properties, resulting in 25 total acres, in San Diego County (none are in Encinitas). For its part, the City regularly reviews its real estate portfolio and assesses if properties are being put to best use.

**Discussion**

Funding resources to implement the City's Consolidated Plan are limited. The City operates a forgivable CDBG residential rehab loan program. Should any forgiven loans be paid back to the City prior to the end of the term, the City will allocate those funds in a revolving loan fund to be placed back in the residential rehab program. The City will continue to support social service programs serving City residents; however, resources to support the development of new housing are limited. With incentives such as density bonus, reduced development fees, etc. the City may be able to encourage development of additional housing opportunities for lower income residents.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3) &(e)

(AP) Table 6 – Goals Summary

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Support service to Encinitas low to moderate residents	2023	2024	Non-Homeless Special Needs	LMI Households City Wide	Senior Housing, Services Youth Services	\$7,588.18	Public service activities other than Low/Moderate Income Housing Benefit: 75 Persons Assisted
Homeless services, prevention, shelter	2023	2024	Homeless Special Needs	LMI Households City Wide	Homeless Services, Prevention, Shelter	\$39,411.82	Homeless Person Overnight Shelter: 30 Persons Assisted Homelessness Prevention: 515 Households Assisted
Fair Housing	2023	2024	Non-Homeless Special Needs	LMI Households City Wide	Fair Housing	\$20,000	Availability/Accessibility Households assisted: 20
Renter and Homeowner Assistance	2023	2024	Housing	LMI Households Citywide	Renter and Homeowner Assistance	\$100,000	Homeowner Housing Rehabilitated: 5 Household Housing Units
Public Infrastructures	2023	2024	Non-Housing Community Development			\$103,672	ADA sidewalk and curb cuts.
CDBG Administration	2023	2024	Planning and Administration	City wide	CDBG Program Administration	\$42,668	Program Administration

### Goal Descriptions

Goal	Fair housing
Description	Retain the services of a Fair Housing provider, promote fair housing education and outreach within Encinitas, and continue to test for discrimination.
Goal	Shelter and services for the homeless
Description	Support provision of homeless services, prevention, and shelter, including: employment preparation, food assistance, financial literacy, rental assistance vouchers, temporary and permanent shelter, and other programs aimed at providing homeless households with tools and resources to gain self-sufficient and end or prevent homelessness.
Goal	Renter and homeowner assistance
Description	Rehabilitation to existing housing units for renters and homeowners, and down payment assistance and tenant-based rental assistance through the San Diego HOME Consortium
Goal	Affordable housing
Description	Assist in facilitation the creation of new affordable rental and homeownership housing through acquisition, preservation, and rehabilitation.
Goal	Public Improvements
Description	Support improvements to facilities that provide services to LMI population.
Goal	Public infrastructure
Description	Support public infrastructure projects that improve safety and accessibility for LMI neighborhoods.
Goal	Public services for LMI and special needs populations
Description	Support provision of services to Encinitas LMI and special needs populations, including youth and seniors

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The FY 2023-24 CDBG entitlement award for the City of Encinitas ("City") is \$313,340.

**Table 7 – Project Information**

Project Name	FY 2023-24 CDBG Funding	General Fund
City of Encinitas Development Services - Administration	\$42,668	\$61,692.00
Community Resource Center – Homeless Prevention and Intervention	\$22,127.52	\$7,872.48
Meals on Wheels – Senior Meal Service Encinitas	\$7,588.18	\$2,411.82
Interfaith Community Services – Bridge to Housing	\$17,284.30	\$2,715.70
Fair Housing Services	\$20,000	\$0
City of Encinitas Development Services – Residential Rehabilitation	\$100,000	\$0
City of Encinitas Engineering Department – ADA Improvements	\$103,672	\$0
<b>Total</b>	<b>\$313,340</b>	<b>\$13,000</b>

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Each of the projects identified for funding during FY 2023-24 meet a priority need and goal within the Consolidated Plan. The methodology of funding to all the eligible public service activities has been the past practice of the City for many years. The allocation methodology is to sustain level funding from FY 2022-23 plus a proration of available funds over all the recommended applicants. Because the FY 2023-24 grant is less than FY 2022-23, adjustments have been made to reflect a proration over all the approved public service activities at fifteen (15) percent of grant funding to comply with the CDBG program funding limits.

The City received four (4) applications from non-profit organizations for public service programs. The total amount requested for public services is \$60,000 which exceeds the FY2023-24 funding. The CBDG program limits 15 percent of annual funding to public services, therefore, the City is not able to fully fund the entire request with CDBG funds. At the March 15, 2023 City Council meeting, the City Council directed staff to fully fund each of the recommended public service activities, making up the difference from the City's General Fund. The City will also work with the service agencies to ensure that the program specific goals will be met and assist the groups in identifying additional funding opportunities as available and appropriate.

## AP-38 Project Summary

### Project Summary Information

The FY 2023-24 CDBG entitlement award for the City of Encinitas ("City") is \$313,340. A total of \$62,668 will be allocated for Program Administration and Fair Housing Services, \$47,000 allocated to public services, \$203,672 allocated to infrastructure projects and residential rehabilitation projects during FY 2023-24. Project descriptions are provided below.

<b>Project Name</b>	Community Resource Center Homeless Prevention and Intervention
<b>Goals Supported</b>	Homeless Services, Prevention and Shelter
<b>Needs Addressed</b>	Homeless Services, Prevention and Shelter
<b>Funding</b>	CDBG: \$22,127.52 General Fund: \$7,872.48
<b>Target Date</b>	6/30/2024
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	515
<b>Location Description</b>	Community Resource Center is located at 650 Second Street, Encinitas, CA 92024.
<b>Planned Activities</b>	Community Resource Center offers a variety of services through its Homeless Prevention and Intervention Services program including financial literacy classes, employment preparation, food and utility assistance, supportive shelter, and case management for episodically homeless Encinitas families. The program also offers motel vouchers to provide intermediate shelter for low-income Encinitas families, as well as case management to ensure a successful transition to more permanent housing.
<b>Project Name</b>	Alliance for Regional Solutions – Bridge to Housing Shelters
<b>Goals Supported</b>	Homeless Services, Prevention and Shelter
<b>Needs Addressed</b>	Homeless Services, Prevention and Shelter
<b>Funding</b>	CDBG: \$17,284.30 General Fund: \$2,715.70
<b>Target Date</b>	6/30/2024
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30
<b>Location Description</b>	Interfaith is located at: 550 W. Washington Avenue, Escondido CA 92025. Shelters are located in Carlsbad, Vista, and Escondido.
<b>Planned Activities</b>	Provide overnight shelter to at least 30 unsheltered residents from Encinitas. Connect clients with long-term housing and maintain or increase income.

<b>Project Name</b>	Meals on Wheels
<b>Goals Supported</b>	Senior Services
<b>Needs Addressed</b>	Senior Seniors
<b>Funding</b>	CDBG: \$7,588.18 General Fund: \$2,411.82
<b>Target Date</b>	06/30/2024
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	75 low-income senior households
<b>Location Description</b>	City-wide
<b>Planned Activities</b>	The program provides meals and welfare checks to low-income Encinitas seniors.
<b>Project Name</b>	Legal Aid Society San Diego - Fair Housing Services
<b>Goals Supported</b>	Fair Housing
<b>Needs Addressed</b>	Fair Housing
<b>Funding</b>	CDBG: \$20,000
<b>Target Date</b>	6/30/2024
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 20 Encinitas households will benefit from this activity.
<b>Location Description</b>	City-wide.
<b>Planned Activities</b>	Fair Housing services include education and outreach to residents, landlords, and property managers. Fair housing counseling for tenants and landlords and testing to ascertain level of housing discrimination in Encinitas.

<b>Project Name</b>	Program Administration
<b>Goals Supported</b>	N/A
<b>Needs Addressed</b>	N/A
<b>Funding</b>	CDBG: \$42,688 General Fund: \$61,692.00
<b>Description</b>	Overall program oversight and implementation
<b>Target Date</b>	6/30/2024
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
<b>Location Description</b>	City-wide.
<b>Planned Activities</b>	Oversee compliance, manage budget, conduct monitoring, provide technical assistance, contract management.
<b>Project Name</b>	ADA Improvements - Citywide
<b>Goals Supported</b>	Public Infrastructure
<b>Needs Addressed</b>	Public Infrastructure
<b>Funding</b>	\$103,672
<b>Target Date</b>	06/30/2024
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A

<b>Location Description</b>	Throughout the City
<b>Planned Activities</b>	ADA improvements
<b>Project Name</b>	Residential Rehabilitation
<b>Goals Supported</b>	Assistance to low-income renters and homeowners
<b>Needs Addressed</b>	Renter and homeowner assistance
<b>Funding</b>	\$100,000
<b>Target Date</b>	6/30/2024
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 low-income households
<b>Location Description</b>	Throughout the City
<b>Planned Activities</b>	The program provides financial assistance to low-income homeowners to make repairs to their homes

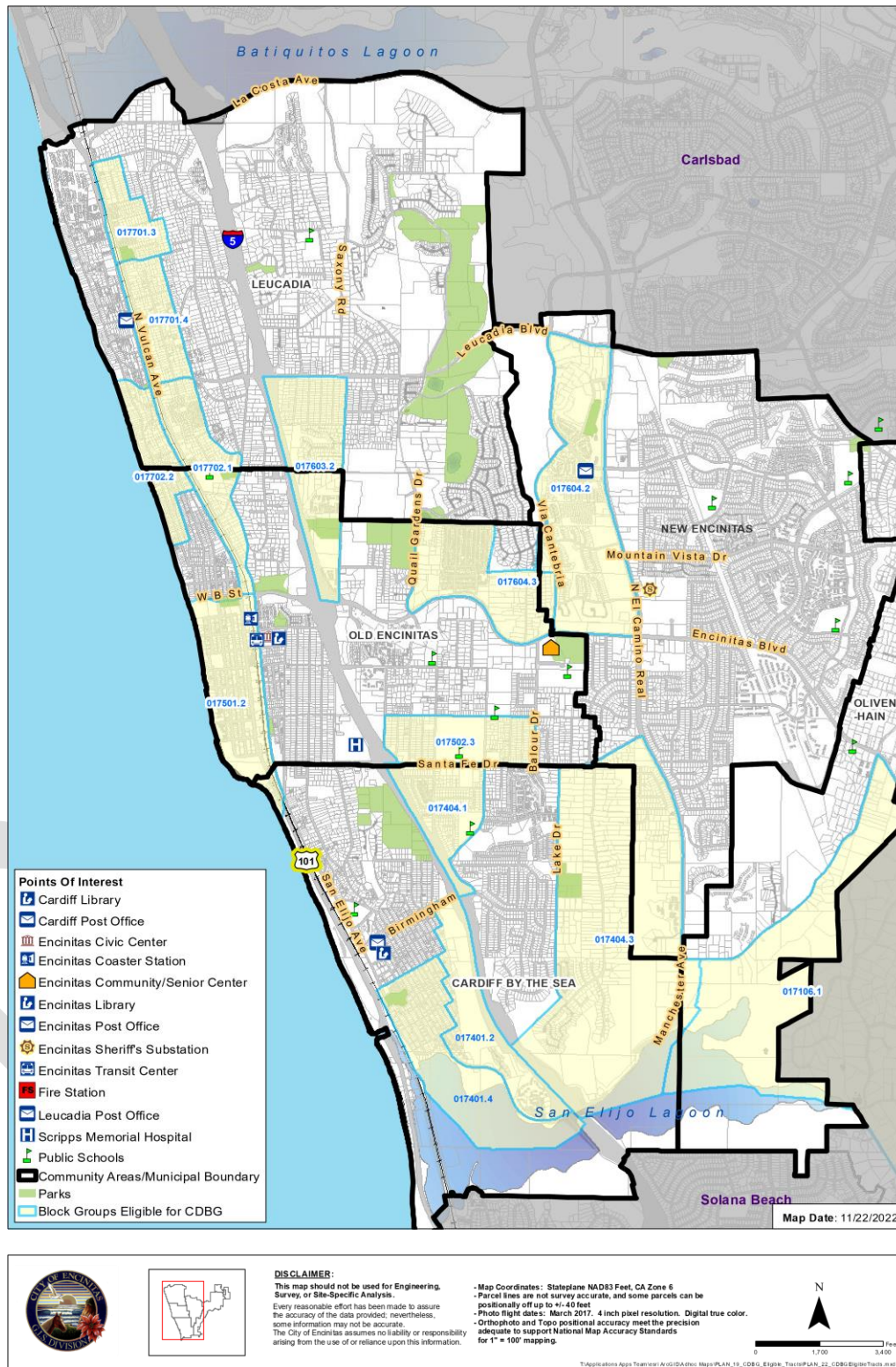
### **AP-50 Geographic Distribution - 91.420, 91.220(f)**

As a relatively small jurisdiction, the City will not be allocating funding on a geographic basis. Funding will be provided to activities and programs based on quality and quantity of applications, as well as their alignment with the Consolidated Plan's priorities and goals. However, some activities must occur within CDBG-eligible block groups. The map below shows the LMI block groups (bounded in blue and highlighted in yellow) in Encinitas that are eligible for place based CDBG activities. Communities with no or very few areas in which 51 percent of residents are LMI have been authorized as Exception Grantees by HUD and are able to undertake area benefit activities.

According to HUD, "Section 105(c)(2)(A)(ii) of the Housing and Community Development Act of 1974, as amended, states that an activity shall be considered to principally benefit low- and moderate-income persons when the area served by such activity is within the highest quartile of all areas within the jurisdiction of such city or county in terms of the degree of concentration of persons of low and moderate income." <sup>1</sup>

<sup>1</sup> <https://www.hudexchange.info/programs/acs-low-mod-summary-data/acs-low-mod-summary-data-exception-grantees/>

This map highlights the eligible census block group areas based on HUD criteria and the most recent American Community Survey (ACS) data.



## **AP-75 Action Plan Barriers to Affordable Housing - 91.420, 91.220(j)**

### **Introduction:**

As discussed within the Consolidated Plan and within this Action Plan, the need for affordable housing for Encinitas residents is great. Due to several factors, including the City's desirable location, limited land supply, high cost of land, and limited financial resources, the development of affordable housing continues to be a challenge. According to Redfin, in February 2023, the median sales price of a single-family home in the County of San Diego was \$1M, compared to the median sales price of a single-family home in the City of Encinitas, with a median sales price of \$1.8M.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment:**

The City of Encinitas is making great strides to reduce land use and zoning regulations and encourage the development of affordable units.

On April 7, 2021, the City Council adopted the 6th Cycle Housing Element (Resolution No. 2021-16), which was found in substantial compliance with State Housing Element Law by HCD. The status of the programs and policies contained within the Housing Element are provided to the public and City Council on an annual basis, typically in March each year.

The City of Encinitas continues to make amendments as needed to comply with various State Housing Laws, such as the Density Bonus law, which enables developers to seek an increase in density and/or request waivers and concessions in exchange for affordable units. The City of Encinitas also has a local Inclusionary Policy, which requires new residential development to contribute to the production of affordable housing. The City Council took actions to amend the Inclusionary Policy in 2021 to increase the requirement 5 percent, to 15% Very Low, or 20% low-income. Additional amendments made in 2021 were to establish in-lieu fees as an alternative compliance option, as well as fees for Residential Care Facilities. The Inclusionary Ordinance received California Coastal Commission approval on May 11, 2022.

In April 2019, the City of Encinitas finalized the Permit Ready Accessory Program which encourages the construction of ADUs by offering property owners a selection of eight pre-approved ADU building plans that can be downloaded from the city's website. The program assists property owners in creating ADUs by providing customizable plans, expediting the process, and reducing preconstruction fees. During 2022, 10 PRADU building permits were issued and six (6) received certification of occupancy. Encinitas also continues to waive planning fees associated with the development of new ADUs. During CY 2022, 122 new building permits were issued for new ADU's.

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

Entitlement Jurisdictions receiving CDBG funding are required to take actions to affirmatively further fair housing. Fair housing is achieved by ensuring that people are not denied access to housing opportunities because of their race, ethnicity, religion, disability or familial status. The City of Encinitas affirmatively furthers fair housing by contracting for the provision of fair housing services and testing to determine the level of fair housing discrimination in Encinitas. The fair housing services include outreach and education to residents, property managers, lenders, and housing developers, legal assistance or referrals, tenant/landlord mediation, and assistance with filing complaints to HUD.

Entitlement cities report on their efforts to affirmatively further housing choice by completing the Analysis of Impediments to Fair Housing Choice (AI). The AI is a review of impediments or barriers that affect the rights of fair housing choice. The report provides a demographic profile of the County, assesses housing needs of specific income groups, and evaluates housing opportunities available for residents. The AI also analyzes both private market and public sector conditions that may limit or impede access and availability of housing for all segments of the population. While this report assesses the nature and extent of housing discrimination, it also focuses on developing solutions to mitigate or remove such impediments. The City of Encinitas participated in a regional effort to create the previous three AIs. The FY 2020-25 Analysis of Impediments was approved by the City Council in June 2020.

**Current Efforts:** On April 7, 2021, the City Council adopted the 6th Cycle Housing Element (Resolution No. 2021-16), which was found in substantial compliance with State Housing Element Law by HCD. The status of the programs and policies contained within the Housing Element are provided to the public and City Council on an annual basis, typically in March each year.

### **Actions planned to address obstacles to meeting underserved needs**

The City participates in a regional Analysis of Impediments to Fair Housing Choice (AI). The impediments identified as part of the AI are obstacles the City must overcome to provide for its residents. The City's impediments are included in this Action Plan.

The CDBG program limits 15 percent of annual funding to public services, the City is not able to fully fund the entire request for projects during FY 2023-24. The City will work with the service agencies to ensure that the program specific goals will be met and assist the groups in identifying additional funding opportunities as available and appropriate.

### **Actions planned to foster and maintain affordable housing**

The need for affordable housing in Encinitas is great, and far exceeds the available resources to meet that need. According to Redfin, in February 2023, the median sales price of a single-family home in the County of San Diego was \$1M, compared to the median sales price of a single-family home in the City of Encinitas, with a median sales price of \$1.8. While CDBG may be used to

leverage affordable housing development, it is not a sufficient tool to solve the complex issue of providing affordable housing in Encinitas. The City of Encinitas does have the following resources for the creation and maintenance of affordable housing.

*Housing Element.* The City of Encinitas Housing Element contains many goals and policies geared toward assisting low to moderate income households to find and keep decent and affordable housing.

*Density Bonus State Law.* The City of Encinitas continues to revise its Density Bonus ordinance to comply with State law. The Density Bonus State law provides new affordable rental and for-sale housing through the development of new subdivisions, when the developer seeks an increase in density above what the property's underlying zoning would allow.

*Affordable Unit Policy.* The City of Encinitas offers an amnesty program for homeowners of accessory units that were created without building permits. Once the unit has been brought up to current building and fire code, a covenant is placed on the property reserving the unit as a low-income rental.

*Local Inclusionary Housing Policy.* The Inclusionary Ordinance requires developers of new residential projects to provide affordable housing; either on on-site or an alternative compliance method. The affordable units can be offered as a rental or homeownership opportunity and are restricted in perpetuity. The City Council took actions to amend the Inclusionary Policy in 2021 to increase the requirement 5 percent, to 15% Very Low, or 20% low-income. Additional amendments made in 2021 were to establish in-lieu fees as an alternative compliance option, as well as fees for Residential Care Facilities. The Inclusionary Ordinance received California Coastal Commission approval on May 11, 2022.

*HOME Program.* The County of San Diego, as the lead agency in the HOME Consortium, offers a Down payment and Assistance Program for low-income first-time homebuyers. The program provides first-time homebuyers low-interest, deferred payment loans of up to 17% of the purchase price for down payment assistance and 4%, up to \$10,000 in closing costs assistance. The program has home value restrictions currently at \$589,000, which is typically lower than market prices in Encinitas, making it a challenge for eligible homebuyers to find a home. However, eligible Encinitas Households are encouraged to participate in this program. Information on the program is posted on the City's website.

The County of San Diego also offers two types of HOME tenant-based rental assistance programs; a family reunification program and emancipated foster youth program. The City of Encinitas coordinates with local social service providers to ensure that whenever possible, these regional housing resources are made available to eligible Encinitas households.

### **Actions planned to reduce lead-based paint hazards**

HUD requires that all CDBG and HOME funded activities comply with HUD's regulations regarding lead-based paint. In accordance with program requirements, the City of Encinitas' Residential Rehabilitation Program requires that each home assisted and built prior to 1978 must undergo

lead-based paint testing. If deteriorated lead-based paint surfaces are found, it must be stabilized during the rehabilitation of the property. Abatement must be performed by a certified lead-based paint professional with a certified lead-based paint assessor issuing a Clearance Inspection prior to the issuance of the Notice of Completion.

### **Actions planned to reduce the number of poverty-level families**

Based on the latest ACS data, approximately 6.7 percent of Encinitas residents are living at or below the federal poverty level. This is lower than both California's and the nation's rate, but any amount of poverty is unacceptable. Many issues related to poverty are outside of the City's reach, but the City can and will utilize all available tools and resources to assist those residents living at or below the federal poverty level.

A major partner in reducing poverty in Encinitas is the County, which administers the CalWORKs Program. CalWORKs provides cash aid to needy families to cover the cost of essentials like housing, healthcare, and clothing. It also supports job training through the County and the Community College Districts. The County also administers CalFresh, the federally funded food assistance program that is widely regarded as one of the most impactful anti-poverty programs in the country. The program has demonstrated positive economic impacts, improved health outcomes, and decreased food insecurity.<sup>2</sup>

The City supplements the County's services with its own resources, including rental assistance vouchers through the local housing authority, CDBG-funded public services, and activities funded by the General Fund. Additionally, the City will seek out any opportunities to create or fund affordable housing for the City's extremely low-income populations.

*Rental assistance and affordable housing.* The Housing Authority provides rental assistance to approximately 98 households through Section 8 Housing Choice Vouchers. Additionally, the City continuously seeks opportunities to create or fund affordable housing for the City's extremely low-income populations.

*Adult education.* Mira Costa College and Adult School provides low-cost education, including night and online classes for working adults. The college offers academic degrees and certifications in many fields, which can enable graduates to find new careers and better job opportunities.

*Job training and employment preparation.* The County's Regional Occupational Program provides job training in specialized and technical vocations. The San Diego Workforce Partnership offers free job training and job placement programs through dozens of organizations countywide. The City of Encinitas will also support the Community Resource Center in Encinitas, which includes employment preparation with their Homeless Prevention and Intervention Services programs.

*Health and human services.* The County of San Diego funds various non-profit organizations and provides health care and social services, including North County Health Services. This agency operates a clinic in Oceanside that provides health care for indigent people, as well as a maternity healthcare clinic. The City of Encinitas will also continue to support organizations that offer health

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<sup>2</sup> "The Positive Effect of SNAP Benefits on Participants and Communities," Food Research and Action Center (FRAC).

and social services to Encinitas low-income residents, such as drug abuse counseling and food programs.

*Childcare.* Encinitas has several low-cost childcare centers, as well as many small and large family day care homes. Quality Children's Services operates a preschool program in Encinitas. Additionally, two Head Start centers for children under five years of age operate in Encinitas.

### **Actions planned to develop institutional structure**

The CBDG program is managed by the Policy Planning and Housing Division within the Development Services Department. The Policy Planning and Housing Division is the responsible department for coordinating efforts with the San Diego HOME Consortium, and monitoring of existing HOME programs. The Policy Planning and Housing Division also monitors all the deed restricted units within the City and works very closely with property managers and developers to ensure that compliance with affordability restrictions is maintained.

The Development Services Department offers the opportunity to meet with City Staff in order to become more familiar with the City programs, processes, and requirements prior to application submittal. These meetings are referred to as Staff Advisory Committee (SAC) meetings and are provided free of charge. Developers of housing with affordability requirements are provided with all the necessary information and technical assistance prior to application submittal.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City participates in the County of San Diego HOME Consortium, which includes the County of San Diego, and five other cities (San Marcos, Vista, Carlsbad, Santee and La Mesa). Members of the Consortium meet to plan strategies and coordinate funding.

Throughout the duration of the Action Plan, the City will continue to participate in the following regional committees: SANDAG Regional Housing Workforce Group; Regional Task Force on the Homeless; San Diego Regional Alliance for Fair Housing (SDRAFFH); Community Development Block Group Administrators Meeting; and the North County Winter Shelter Collaborative.

The City will continue to maintain partnerships with other local public and private agencies on regional solutions to long-term housing and community development problems. The City will continue to provide technical assistance to developers and community-based organizations that assist the City in the provision of affordable housing and facilities, as these are invaluable partnerships. The City will also encourage coordination and collaboration between non-profit agencies, housing providers and government agencies. Lastly, the City will maintain contact with trade organizations, such as the Building Industry Association (BIA), San Diego Apartment Association (SDAA) and the San Diego Housing Federation. The City will use these partnerships to help achieve the goals and objectives in the FY 2020-25 Consolidated Plan.

The City of Encinitas Housing Authority is housed within the Advanced Planning and Housing Section; therefore, the City is easily able to coordinate directly with the Housing Authority and is able to use the Housing Authority to help fulfill the City's overall housing goals and objectives.

Finally, the City will continue to network and share information with other Housing Authorities through participation in the National Association of Housing and Redevelopment Officials and the Housing Authority Association of Southern California.

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## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I) (1,2,4)

#### Introduction

The following section describes other program-specific requirements.

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	0

The City of Encinitas does not expect to receive any program income during FY 2023-24.

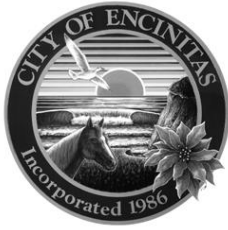
#### Other CDBG Requirements

1. The amount of urgent need activities	0
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The City of Encinitas does not have any urgent need activities.

## APPENDIX A – CITIZEN PARTICIPATION MATERIALS

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# AGENDA REPORT

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**MEETING DATE:** March 15, 2023

**PREPARED BY:** Cindy Schubert  
Management Analyst

**DIRECTOR:** Roy Sapa'u

**DEPARTMENT:** Development Services

**CITY MANAGER:** Pamela Antil

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**SUBJECT:**

Public Hearing to consider funding requests for the FY 2023-24 Community Development Block Grant ("CDBG") Program.

**RECOMMENDED ACTION:**

Staff recommends the following actions:

1. Authorize funding for activities delineated in Attachment 1 and in the Analysis Section of the Agenda Report, for incorporation into the draft FY 2023-24 Annual Action Plan; and
2. Continue the Public Hearing to April 26, 2023, to gather public input prior to Council's consideration of the FY 2023-24 Annual Action Plan.

**ENVIRONMENTAL CONSIDERATIONS:**

The action before the City Council is to consider funding for eligible projects under the federal CDBG program which is exempt from environmental review pursuant to Section 15060 (c) (2) and (c) (3) of the California Environmental Quality Act ("CEQA") Guidelines in that the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment; and the activity is not a project as defined in Section 15378 of the CEQA Guidelines. An environmental review must be completed for each of the approved projects.

This item is not related to the Climate Action Plan.

**STRATEGIC PLAN:**

This item relates to the Community Planning Focus Area to pursue a range of diverse housing opportunities balanced throughout the community, and to develop new planning and development approaches to support sustainable communities.

**FISCAL CONSIDERATIONS:**

The FY 2023-24 CDBG entitlement award for the City of Encinitas ("City") is \$313,340.

Funding for the CDBG program comes from the U.S. Department of Housing and Urban Development ("HUD"). The grant program utilizes a reimbursement process, which requires City general funds to be expended for approved activities, and then funds are reimbursed from HUD. The

CDBG program allows 20 percent of the grant funds to be used for administration; estimated at \$62,668 for FY 2023-24. Administrative costs over the amount provided through the CDBG grant are included in the Development Services Department operating budget.

### **BACKGROUND:**

Since 1990, the City has been a CDBG entitlement jurisdiction, which allows the City to develop funding priorities to address a variety of community development needs. The CDBG program has three national objectives: (1) benefit low/moderate income persons; (2) aid in prevention of slum and blight; and (3) meet an urgent local need. The urgent need category is rarely used and designed to alleviate emergency conditions, such as natural disasters. CDBG funds must be used to implement goals prioritized in the City's Consolidated Plan. The Consolidated Plan identifies the community development and housing needs of the City's low-income residents, and strategies to meet those needs over a five-year period. The Annual Action Plan is the mechanism by which projects and programs are funded to meet the goals identified in the Consolidated Plan.

On April 22, 2020, the City Council approved the FY 2020-25 Consolidated Plan. Each year a new Annual Action Plan is presented to the City Council for approval. The FY 2022-23 Annual Action Plan was approved on April 27, 2022. The subject of this report is the FY 2023-24 Annual Action Plan.

### **ANALYSIS:**

Because the CDBG program has certain funding limitations; funds are generally parceled into three main groups: public services, planning and administration; and other. Below is an overview of those categories and key details pertaining to the City of Encinitas' program.

Category	Key Details	FY 2023-24 Funding
Public Services	<ul style="list-style-type: none"><li>• Programs directly assisting specific populations</li><li>• Services carried out by non-profit agencies</li><li>• Serve low-income Encinitas households</li><li>• Funding capped at 15 percent of grant</li></ul>	\$47,000
Planning and Administration	<ul style="list-style-type: none"><li>• Subrecipient oversight</li><li>• Compliance with federal requirements</li><li>• Financial management</li><li>• Public noticing and auditing</li><li>• Fair Housing services</li><li>• Funding capped at 20 percent of grant</li></ul>	\$62,668
Other	<ul style="list-style-type: none"><li>• Projects that address ADA compliance</li><li>• Facility Improvements for non-profit service providers</li><li>• Public infrastructure in targeted areas</li><li>• Acquisition and/or rehabilitation of low-income housing</li></ul>	\$203,672

Each year, CDBG applications are made available to solicit eligible programs and projects that assist low-income households and vulnerable populations. The FY 2023-24 CDBG application period was open from January 17, 2023 through February 14, 2023. Staff offered a free and public workshop for interested applicants on January 24, 2023. The workshop was held in a virtual setting and was attended by representatives of two (2) community organizations.

A total of four (4) non-profit public service providers submitted applications (Community Resource Center, Meals-on-Wheels, Interfaith Community Services, and Legal Aid Society of San Diego) of which four (4) are being recommended for funding and described in more detail below. It is important

to note that one of the four recommended funding requests received (Legal Aid Society of San Diego) was for fair housing services, which is recommended to be fully funded from the Administration category as discussed in this report.

## 1. Public Services

The City received applications from the following providers:

Organization	Activity	FY 2023-24	
		Request	Recommended
Community Resource Center	Homeless Prevention & Intervention	\$30,000	\$22,127.52
Meals-on-Wheels	Senior Meal Delivery	\$10,000	\$7,588.18
Interfaith Community Services	Bridge to Housing Network	\$20,000	\$17,284.30
<b>Subtotal:</b>		<b>\$60,000</b>	<b>\$47,000</b>

Homeless Shelter and Senior Services are identified as high priorities in the City's FY 2020-25 Consolidated Plan. Each of the organizations requesting funding is a current CDBG subrecipient and is in good standing.

Community Resource Center - Requested \$30,000 for its Homeless Prevention and Intervention Services program. The program offers a variety of services including financial literacy, employment preparation, food assistance, supportive shelter, and case management for low-income and episodically homeless Encinitas families. The program also offers motel vouchers to provide shelter for episodically homeless Encinitas families, and case management to ensure a successful transition to more permanent housing. The goal is to serve at least 515 Encinitas households. Community Resource Center has consistently met or exceeded goals from previous CDBG grant awards.

Meals-on-Wheels Greater San Diego - Requested \$10,000 for its Meal Delivery program. The program provides daily meal delivery service, and safety and welfare checks to approximately 75 low-income homebound seniors in Encinitas. Meals on Wheels has consistently met or exceeded goals from previous CDBG grant awards.

Interfaith Community Services ("ICS") - Requested \$20,000 for the Bridge to Housing Network program. The Bridge to Housing Network provides homeless households with shelter and tools to move towards self-sufficiency. The Bridge to Housing Network operates three permanent shelters and two rotational shelters. These shelters include La Posada (Carlsbad), Haven House (Escondido), Operate HOPE (Vista), and Interfaith Shelter Network's rotational shelter program. The goal is to serve at least 30 Encinitas homeless households at those shelters. ICS has consistently met or exceeded goals from previous CDBG grant awards.

The Bridge to Housing Network is organized by the Alliance for Regional Solutions, for which Interfaith Community Services is the fiscal agent. For purposes of the City's CDBG program, Interfaith Community Services is considered the subrecipient.

## 2. Planning & Administration

As previously identified, the applicant providing fair housing services is identified below:

Organization	Activity	FY 2022-23	
		Request	Recommended
City of Encinitas	Administration	\$42,668	\$42,668
Legal Aid Society of San Diego	Fair Housing Services	\$20,000	\$20,000
<b>Subtotal:</b>		<b>\$62,668</b>	<b>\$62,668</b>

Legal Aid Society of San Diego is requesting \$20,000 for Fair Housing Services. Legal Aid provides free workshops for housing providers and residents, conducts randomized tests to assess the level of discrimination in housing, and produces educational materials in a variety of languages. Legal Aid operates a Fair Housing hotline to assist low-income residents with fair housing questions and concerns, including pursuing cases where violations are suspected.

Compliance with fair housing laws (including ensuring services are available) is required as a condition of federal funding. The CDBG program allows fair housing services to be funded from the administration category or the public services category. To maximize available public service funds, fair housing services continue to be funded from the administration category.

### 3. Other

Organization	Activity	FY 2022-23	
		Request	Recommended
City of Encinitas Engineering Department	Public Infrastructure (ADA Sidewalk)	\$103,672	\$103,672
City of Encinitas Development Services Department	Residential Rehabilitation	\$100,000	\$100,000
<b>Subtotal:</b>		<b>\$203,672</b>	<b>\$203,672</b>

Engineering Department is requesting \$103,672 for projects that address ADA deficiencies and compliance.

Development Services Department is requesting \$100,000 for its Residential Rehabilitation program. The program offers low-income homeowners financial assistance (grants and loans) to make needed repairs to their homes. Typical repairs include addressing health and safety issues, such as broken windows or leaking roofs, and making modifications for disabilities.

### Public Participation

Providing opportunities for public engagement is vital to addressing the needs of the community. Staff utilizes many tools and resources to make information accessible and available, including publishing notices in the Coast News, direct e-mail notifications, website updates, and weekly City newsletters. Additionally, a public workshop was offered to the community on January 17, 2023. Public comments or questions received on this item will be included for City Council consideration.

### Next Steps: FY 2023-24 Annual Action Plan

The Action Plan describes the activities and projects funded during the program year, and how each activity meets a national objective and an identified community need. Following City Council's determination of which activities will receive CDBG funding, staff will prepare the draft FY 2023-24 Action Plan. A 30-day public review and comment period will be established for review of the draft Action Plan. The plan will be available for review on the City's website and at the Development Services Department during regular business hours. The FY 2023-24 Action Plan will be presented

to City Council for consideration, tentatively on April 26, 2023, and then submitted to HUD for review and acceptance prior to the deadline of May 16, 2023. Funding agreements with organizations will be executed after HUD has committed funding.

**ATTACHMENTS:**

1. Summary - CDBG Funding Recommendations FY 2023-24
2. Summary - CDBG Accomplishments FY 2021-22

**Community Development Block Grant (CDBG) Program  
FY 2023-24 Funding Recommendations**

<b>PUBLIC SERVICES</b>				
<b>Organization</b>	<b>Activity</b>	<b>Anticipated Outcome</b>	<b>FY 2023-24</b>	
			<b>Request</b>	<b>Recommend</b>
Community Resource Center	Homeless Prevention	Assist 515 Encinitas households	\$30,000	\$22,127.52
Meals-on-Wheels	Meal Delivery	Assist 75 Encinitas seniors	\$10,000	\$7,588.18
Interfaith Community Services	Bridge to Housing Network	Shelter 30 Encinitas residents	\$20,000	\$17,284.30
<b>Subtotal:</b>			<b>\$60,000</b>	<b>\$47,000</b>
<b>PLANNING &amp; ADMINISTRATION</b>				
<b>Organization</b>	<b>Activity</b>	<b>Anticipated Outcome</b>	<b>FY 2023-24</b>	
			<b>Request</b>	<b>Recommend</b>
City of Encinitas	Administration		\$42,668	\$42,668
Legal Aid Society San Diego	Fair Housing	Assist 20 Encinitas households	\$20,000	\$20,000
<b>Subtotal:</b>			<b>\$62,668</b>	<b>\$62,668</b>
<b>OTHER</b>				
<b>Organization</b>	<b>Activity</b>	<b>Anticipated Outcome</b>	<b>FY 2023-24</b>	
			<b>Request</b>	<b>Recommend</b>
City of Encinitas Engineering Department	Public Infrastructure	ADA Improvements	\$103,672	\$103,672
City of Encinitas Development Services Department	Residential Rehabilitation	Rehabilitate 5 Lower Income Households	\$100,000	\$100,000
<b>Subtotal:</b>			<b>\$203,672</b>	<b>\$203,672</b>
<b>TOTAL:</b>			<b>\$326,340</b>	<b>\$313,340</b>

**SUMMARY FY 2021-22  
CDBG PROGRAM FUNDING AND ACCOMPLISHMENTS**

<b>Public Services</b>			
	<b>Allocated</b>	<b>Expended</b>	<b>Accomplishments</b>
Community Resource Center	\$24,512	\$24,512	436 Encinitas households assisted
Meals on Wheels Senior Meal Service Encinitas	\$8,256	\$8,256	75 Encinitas seniors assisted
Interfaith Community Services Bridge to Housing	\$20,256	\$20,256	23 Encinitas homeless persons sheltered
<b>Subtotal</b>	<b>\$53,024</b>	<b>\$53,024</b>	<b>534 Encinitas households assisted</b>
<b>Capital Improvements and Other Projects</b>			
	<b>Allocated</b>	<b>Expended</b>	<b>Accomplishments</b>
CIP	\$229,784	\$0	One project (Mackinnon ADA) was completed during FY 2021-22 with prior year funding. One sidewalk project and ADA curb cuts are underway.
<b>Subtotal</b>	<b>\$229,784</b>	<b>\$0</b>	
<b>Planning and Administration</b>			
	<b>Allocated</b>	<b>Expended</b>	<b>Accomplishments</b>
Program Administration	\$50,188	\$50,188	Overall program administration
Fair Housing Services - Legal Aid Society of San Diego	\$20,513	\$16,246.08	29 Encinitas residents assisted
<b>Subtotal</b>	<b>\$70,701</b>	<b>\$66,434.08</b>	<b>29 Encinitas residents assisted</b>
<b>TOTAL</b>	<b>\$353,509</b>	<b>\$119,458.08</b>	<b>563 Encinitas households assisted</b>

**CDBG-CV RESPONSE SUMMARY**

<b><i>CDBG-CV FY 2021-22</i></b>			
<b>CDBG-CV Funds</b>	<b>Allocated</b>	<b>Expended</b>	<b>Activities</b>
Community Resource Center	\$58,522	\$58,522	Additional Food and Nutritional Staffing Support and Food Storage Space
Interfaith Community Services	\$30,000	\$30,000	Staffing, Cleaning/Sanitization, Food, Personal Protective Equipment
Legal Aid Society of San Diego	\$25,000	\$25,000	Moratorium Response, Fair Housing Services
Homeless Response	\$325,000.00	\$142,500.05	Full-time Homeless Outreach Caseworker
Program Administration	\$25,000.00	\$11,002.13	
<b>TOTAL</b>	<b>\$463,522*</b>	<b>\$267,024.18</b>	

\*includes \$9,698 from prior year funding

**From:** Jen Blease  
**Sent:** Monday, March 13, 2023 2:09 PM  
**To:** Elena Thompson  
**Cc:** Cindy Schubert  
**Subject:** RE: 3-15-23 City of Encinitas Agenda Item 10A - Vote NO on staff recommendation for CDBG Funding - Letter for the Public Record

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Thank you for your email. We value your opinion, and we appreciate the time you have taken to share it. The Mayor, City Council and City Manager have received your message for their review and consideration. If an action is required from your email, the appropriate person will be in contact with you soon.

Respectfully,



**Jen Blease**

**Executive Assistant to Mayor and City Council**

505 South Vulcan Ave, Encinitas, CA 92024

760-633-2618 | [jblease@encinitasca.gov](mailto:jblease@encinitasca.gov)

[www.encinitasca.gov](http://www.encinitasca.gov)

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**From:** Elena Thompson <[elenathompson@cox.net](mailto:elenathompson@cox.net)>  
**Sent:** Sunday, March 12, 2023 3:50 PM  
**To:** Council Members <[council@encinitasca.gov](mailto:council@encinitasca.gov)>; Kathy Hollywood <[khollywood@encinitasca.gov](mailto:khollywood@encinitasca.gov)>; Pamela Antil <[pantil@encinitasca.gov](mailto:pantil@encinitasca.gov)>  
**Subject:** 3-15-23 City of Encinitas Agenda Item 10A - Vote NO on staff recommendation for CDBG Funding - Letter for the Public Record

**CAUTION:** External Email. Do not click any links or open attachments unless you recognize the sender, verified their email address, and know the content is safe.

Dear Council,

I would urge you to vote no on the Staff Recommendation #1 and #2 in this agenda and continue the item to May of 2023 when you have the numbers from the 2023 Encinitas Point in Time Homeless count for sound decision making.

In connection with the advertised City Council meeting coming up on 3-15-23 and the Staff agenda item 10A, I would like to ask the following:

1. How does the meeting notice on tonight's agenda coincide with the staff report before you tonight?
2. What is the specific vision of this council relating to "homeless prevention and shelters" for Encinitas (the advertised meeting notice)? In my view, the Encinitas Homeless Action Plan drafted is not representative of our city, reflects regional, not local numbers, and focuses on increasing city staffing and spending on homelessness, which will only grow the homeless population in Encinitas. Further, the HAP is a cut-and-copy Plan, likened to other HAP's this consulting group has written for other cities, a one size fits all approach to problem solving for problems that do not yet fully exist in our town. In other words, the current HAP a flawed vision with a dangerous set of recommendations for our city. The residents and businesses in Encinitas do not want a regional homeless shelter in our town, nor do we need one when they already exist in neighboring towns.
3. Who at the city and on this council wants for our small city to embroil itself in insurmountable homeless issues and would want to grow city government expenditures and payroll, while staffing up to address this topic, versus taking a regional approach and partnering with the larger cities out there who have the capacity, staffing, infrastructure, zoning, services, and ample funding to better address the regional situation than Encinitas? As it is, our city is short staffed and with insufficient income and bandwidth, when compared to other cities.
4. Is this council willing to consider a "new" way forward, versus continuing down the same path with CDBG programming (since 1990) for our city? Are CDBG grants the right way forward for our city with the issues we face today?  
*The key question might be to ask ourselves, is there a different way to achieve what we actually want, as opposed to the same things we are investing in and doing in terms of city focus, staff time and resources? And would we be better off as a city if we did that?*
5. CDBG funds- the funds from the Department of Housing are intended for matters, which in my view, Encinitas does not deserve. CDBG funds are intended for low income cities with urgent needs. We have no "slums". Further, the strings attached to this funding do not allow for enough "Local Control". Why would our city give up local control (to the Federal government and local charities) in exchange for these federal handouts? It's time to reconsider the city's need for continuing with a program that involves spending on increased headcount, administration, and management, in exchange for the "free money".
6. Non-profits in Encinitas currently asking for CDBG funds are already tapping the wells of other cities CDBG funds (see Carlsbad) and state and federal funding. Further, there does not appear to be any real "regulation" of the non-profit local activities, which is a problem for our city, residents and businesses, even the local Sheriff. In sum, where is the accountability as it relates to allowing these non-profits to operate in our town as they

seek to grow their non-profit businesses at the expense of our community? This deserves closer scrutiny and regulation.

7. What “model” city is the city of Encinitas following that has demonstrated a winning and successful policy for dealing with the homeless and shelters in California? And if there is none, why would we not tap the breaks now versus continue to go down a dangerous path without a well conceived and well articulated vision with key goals in mind? All of this to date seems somewhat haphazard and disorganized of an approach. After all, the homeless point in time count has yet to be released for 2023, we don’t even know how many homeless people there are in Encinitas in 2023, and the city’s Homeless and Housing manager recently quit working at the city.

**Thank you for your consideration and for voting no until you have more data and a solid, well-articulated vision and plan, well vetted by the Encinitas residents and businesses.**

Regards, E Thompson  
Encinitas Resident

Key Link/important reading for city decision makers:

Mayor of El Cajon on Homelessness [https://wng.org/articles/hotel-california-1674280451?mc\\_cid=f2207096c4&mc\\_eid=47d41de833](https://wng.org/articles/hotel-california-1674280451?mc_cid=f2207096c4&mc_eid=47d41de833)

Coast News article: <https://thecoastnews.com/commentary-does-encinitas-really-need-a-homeless-shelter/>

## Cindy Schubert

---

**From:** Jen Blease  
**Sent:** Thursday, March 16, 2023 3:13 PM  
**To:** MaryLynn McCorkle  
**Cc:** Cindy Schubert  
**Subject:** RE: 3-15-2023, Item 10A

Thank you for your email. We value your opinion, and we appreciate the time you have taken to share it. The Mayor, City Council and City Manager have received your message. If an action is required from your email, the appropriate person will be in contact with you soon.

Respectfully,



**Jen Blease**

**Executive Assistant to Mayor and City Council**

505 South Vulcan Ave, Encinitas, CA 92024

760-633-2618 | [jblease@encinitasca.gov](mailto:jblease@encinitasca.gov)

[www.encinitasca.gov](http://www.encinitasca.gov)

**Report an issue through MyEncinitas!**



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**From:** MaryLynn McCorkle <[mmccorkle@regionalsolutions.net](mailto:mmccorkle@regionalsolutions.net)>  
**Sent:** Thursday, March 16, 2023 1:36 PM  
**To:** City Clerk <[CityClerk@encinitasca.gov](mailto:CityClerk@encinitasca.gov)>; Council Members <[council@encinitasca.gov](mailto:council@encinitasca.gov)>  
**Cc:** Cindy Schubert <[cschubert@encinitasca.gov](mailto:cschubert@encinitasca.gov)>  
**Subject:** 3-15-2023, Item 10A

**CAUTION:** External Email. Do not click any links or open attachments unless you recognize the sender, verified their email address, and know the content is safe.

Dear Mayor Kranz and Encinitas Councilmembers,

On behalf of the Alliance of Regional Solutions Steering Committee, I would like to thank you for your consideration of funding our Bridge to Housing Shelter Network this year. We appreciate the support the City of Encinitas has given to the Alliance in the past and we look forward to continuing this partnership.

The North County Bridge to Housing Network provides individuals and families experiencing homelessness with safe haven as well as the tools and motivation necessary to move themselves towards self-sufficiency and an increased level of independence and responsible functioning. Since 2006, the Alliance has provided shelter systems throughout our region, addressing the pressing needs of homeless individuals and families in North San Diego County and provides safe shelter and access to immediate safety net services for North County's most vulnerable residents.

Thank you for your support.

Marylynn McCorkle

Collaboration Manager  
Alliance for Regional Solutions  
[www.regionalsolutions.net](http://www.regionalsolutions.net)



Alliance for  
Regional Solutions

*Connecting North County*

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# COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

## APPLICANT WORKSHOP

*FISCAL YEAR (FY) 2023-24*

Hosted By: City of Encinitas  
January 24, 2023

# AGENDA & FORMAT

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## **AGENDA**

- Introductions
- PPT Presentation
- Q & A

## **FORMAT**

- PPT Available
- Host Mute All
- Use Chat or Raise Hand for Comments & Questions

# CDBG HISTORY & OVERVIEW

- 1974 Enacted by President Ford
  - ▣ Housing and Community Development Act
  - ▣ Distribute \$\$\$ to Address Needs Locally
- Department of Housing and Urban Development (HUD)
  - ▣ Congress Appropriates Funds
  - ▣ Annual Entitlement Awards – Formula Allocation

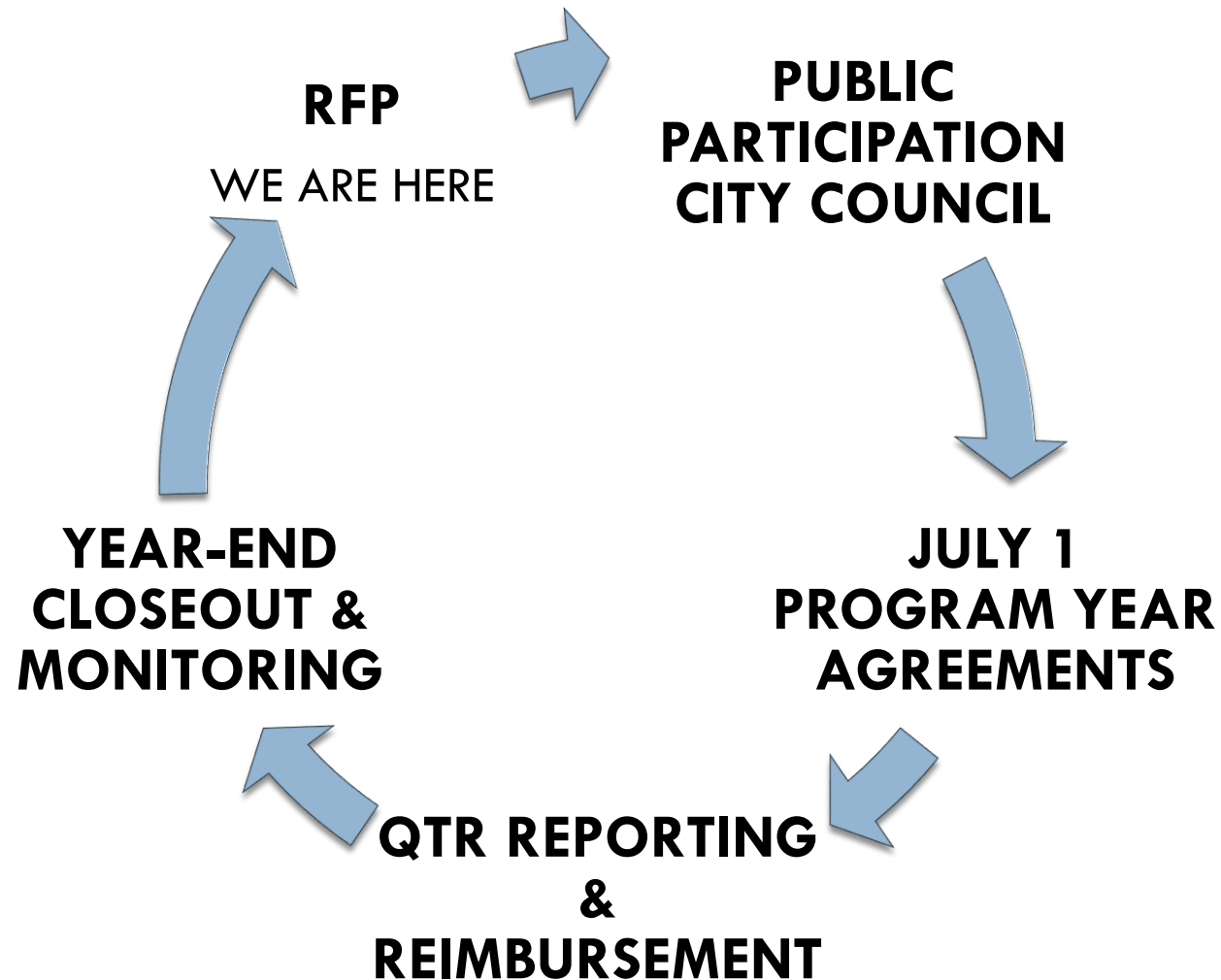
# CDBG & ENCINITAS

---

- ❑ Entitlement community since 1990
- ❑ ~ \$300,000 annually
- ❑ City Council
  - Approves funding recommendations and plans
  - Five-year Consolidated Plan sets priorities and goals
  - Annual Plan funds activities

**City Website:** [Community Development Block Grant](#)

# FUNDING CYCLE



# CDBG - BASIC ELIGIBILITY

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## **ALL ACTIVITIES MUST....**

1. MEET NATIONAL OBJECTIVE
2. BE AN ELIGIBLE USE OF FUNDS
3. MEET CITY PRIORITY

# 1. NATIONAL OBJECTIVES

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1. Benefit low-income **individuals** or **neighborhoods**
2. Prevention/Elimination of Slum or Blight; or
3. Address Community Urgent Need

# LOW-MOD QUALIFICATION

## LOW-MOD CLIENTELE (LMC)

- Low-Income Encinitas Residents
- At or below 80 percent of area median income
- Maintain Documentation to Verify Eligibility

## LOW-MOD AREA (LMA)

- Eligible Census Block Groups

## LOW-MOD HOUSING (LMH)

- Low-Income Renters or Homeowners

2022 Income Limits	
1	\$72,900
2	\$83,300
3	\$93,700
4	\$104,100
5	\$112,450
6	\$120,800

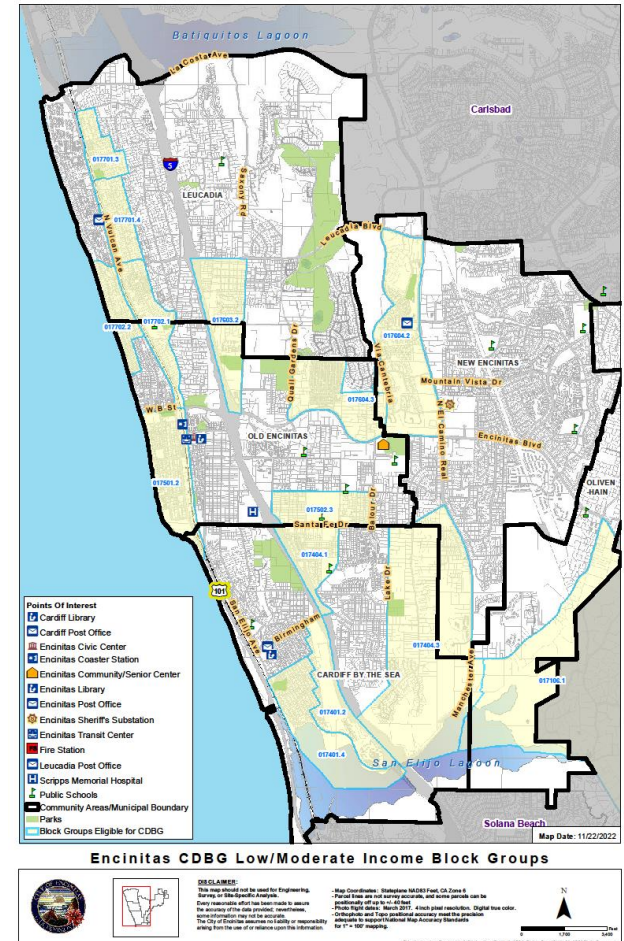
# LMC – PUBLIC SERVICE

- Program must...
  - ▣ Document each client's eligibility
  - ▣ Limit Indirect Costs - must include request in application w/Cost Allocation Plan
- 15% Funding Cap
  - ▣ FY 2023-24 funding estimated: \$50,250
- Typical Programs Include
  - ▣ Homeless prevention
  - ▣ Senior services

# LOW-MOD AREA (LMA)

## □ Projects Must Be....

- ▣ Located in eligible census block group
- ▣ Service area eligible (who benefits from activity?)
- ▣ Located in primarily residential area



# LOW MOD - HOUSING

## □ LMH PROJECTS MUST

### ▣ Low-Mod Housing Eligibility

- Assist owner-occupied households (100%)

- Assist renter-occupied (51%)

- Typical Projects Include:

  - Acquisition

  - Rehabilitation

  - Relocation

  - Site Clearance

### ▣ Not subject to funding caps

# FACILITY IMPROVEMENTS

- Clientele OR Area Benefit
  - ▣ Income documentation required for Clientele
- Not subject to funding caps
  - ▣ Estimated FY 2023-24 funding: \$217,750
- Typical Projects Include:
  - ▣ ADA Improvements
  - ▣ Street Drainage Projects
  - ▣ Sidewalks
- Subject to federal construction requirements

## 2. ELIGIBLE/INELIGIBLE USE OF FUNDS

### ELIGIBLE

- ❑ Acquisition/Disposition
- ❑ Public Facility Improvements
- ❑ Clearance/Remediation
- ❑ Public Services
- ❑ Relocation
- ❑ Rehabilitation/Preservation
- ❑ Lead Based Paint
- ❑ Planning/Administration

### INELIGIBLE

- ❑ General Conduct of Government
- ❑ General Government Expenses
- ❑ Political Activities

### Eligible only under special circumstances:

- ❑ Equipment purchase
- ❑ New Housing Construction
- ❑ Income Payments

# 3. FY 2020-25 CONSOLIDATED PLAN

---

## ■ HIGH PRIORTIY

- Homeless Services and Shelter
- Renters and Homeowner Assistance
- Public Improvements & Facilities
- Fair Housing
- Public Services for LMI & Special Needs

# FEDERAL REQUIREMENTS

\*\*\* IMPORTANT \*\*\*

ALL CDBG FUNDED  
ACTIVITIES MUST  
COMPLY WITH  
ADDITIONAL FEDERAL  
REQUIREMENTS

- Americans with Disabilities
  - ▣ Facility/Program Accessibility
- Fair Housing and Equal Employment
  - ▣ Policies of Non-Discrimination
- Limited English Proficiency
  - ▣ Provide Access to Limited English Clients
- Davis-Bacon
  - ▣ Construction projects over \$2,000
- Section 3
  - ▣ Construction projects over \$200,000

# CITY OF ENCINITAS REQUIREMENTS



- ❑ Current Business Registration
- ❑ Certification of General Liability
- ❑ CDBG Subrecipient Agreement
- ❑ Minimum Grant Award of \$5,000
- ❑ Organization Operations and Fiscal Capacity

# TIMELINE

Encinitas  
CDBG  
Fiscal Year  
(FY) JULY 1  
– JUNE 30

January 24, 2023 (TODAY)	Applicant Workshop
February 14, 2023 5:00pm	Applications Due
March-April	Public Participation City Council Action
May-June	HUD Approval
June →	Subrecipient Agreements
Oct., Jan., April	Quarter Report & Invoice
May – June	Monitoring & Closeout

# READY TO APPLY?

---

- Eligible Program or Project?
- Experience with CDBG?
- Financial Capacity?
- Reviewed City Documents and Requirements?



# THANK YOU!

Cindy Schubert, Management Analyst

(760) 633-2726

[cschubert@encinitasca.gov](mailto:cschubert@encinitasca.gov)

<https://www.encinitasca.gov/government/departments/development-services/policy-planning-housing/housing/housing-resources>